

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

July 16, 2010

M E M O R A N D U M

**What's Inside:**  
Revision of the  
Cooperative  
Agreement for the  
Purchase of Career  
Foster Care  
Services, CM-8

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND CHILDREN'S DIVISION STAFF

FROM: PAULA NEESE, DIRECTOR

SUBJECT: REVISION OF THE COOPERATIVE AGREEMENT FOR THE PURCHASE OF CAREER FOSTER CARE SERVICES

DISCUSSION:

The Children's Division is in the process of converting all the Cooperative Agreements for Services and Amendments for resource providers to WORD format and making them available on-line. The third of these cooperative agreements to be converted is the Cooperative Agreement for the Purchase of Elevated Needs Level B (formerly Career) Foster Care Services, also called the CM-8.

The CM-8 is the document that must be signed and approved to generate the monthly maintenance payment for those resource providers who have an Elevated Needs Level B Foster Parent License, CF. Requirements for the CF license include completion of the required 27 hours of STARS pre-service curriculum training, minimum of one year of foster parent experience, completion of a minimum of 18 hours of Elevated Needs Level A Foster Care Training, completion of a minimum of 9 hours Elevated Needs Level B Foster Parent Training, and 16 hours annually (32 hours during the 2 year licensure period) of in-service training.

After the resource provider(s) sign the CM-8, staff must send the form to the Central Office Contract Unit in Jefferson City, Missouri. A contract number will be assigned and the Children's Division Director will approve and sign the agreement. Central Office contract staff will send a copy of the approved agreement back to the county office. County office staff are responsible to provide a copy for the resource provider and file a copy in the Contracts/Licensing section of the resource provider's case file.

Children's Division staff will begin using the CM-8 agreement with all newly licensed Elevated Needs Level B resource providers beginning July 16, 2010. All existing Elevated Needs Level B resource providers are required to sign the new CM-8 agreement at the time of their Elevated Needs Level B license renewal. Staff are required to follow the process outlined in this memo once the new agreement is signed.

All Elevated Needs Level B resource providers should be converted to the new CM-8 Cooperative Agreement by July 15, 2012.

The revised CM-8 is now listed on E forms but only available on Desk Top. All currently unused CM-8 documents should be destroyed and no longer used beginning July 16, 2010.

<b>NECESSARY ACTION</b>	
<ol style="list-style-type: none"> <li>1. Review this memorandum with all Children’s Division staff.</li> <li>2. All questions should be cleared through normal supervisory channels and directed to:</li> </ol>	
<b>PDS CONTACT</b> Elizabeth Tattershall 573-522-1191 <a href="mailto:Elizabeth.Tattershall@dss.mo.gov">Elizabeth.Tattershall@dss.mo.gov</a>	<b>PROGRAM MANAGER</b> Dena Driver 573-751-3171 <a href="mailto:Dena.D.Driver@dss.mo.gov">Dena.D.Driver@dss.mo.gov</a>
<b>CHILD WELFARE MANUAL REVISIONS</b>	
N/A	
<b>FORMS AND INSTRUCTIONS</b>	
<a href="#">Cooperative Agreement for the Purchase of Elevated Needs Level B Foster Care Services, CM-8</a> (Available on Desk Top only)	
<b>REFERENCE DOCUMENTS AND RESOURCES</b>	
N/A	
<b>RELATED STATUTE</b>	
N/A	
<b>ADMINISTRATIVE RULE</b>	
N/A	
<b>COUNCIL ON ACCREDITATION (COA) STANDARDS</b>	
N/A	
<b>CHILD AND FAMILY SERVICES REVIEW (CFSR)</b>	
N/A	
<b>PROTECTIVE FACTORS</b>	
Parental Resilience N/A Social Connections N/A Knowledge of Parenting and Child Development N/A Concrete Support in Times of Need N/A Social and Emotional Competence of Children N/A	
<b>FACES REQUIREMENTS</b>	
N/A	

